

16 October 1981

MEMORANDUM FOR: Deputy Director for Administration

FROM : DDA/OS/PPG

SUBJECT : Request for Approval of Student Activity

1. This memo requests your approval of a student project under the auspices of the Office of Medical Services.

2. I am currently enrolled in my final class in an M.B.A. program at University. To fulfill graduation requirements, I must do an original research topic. I approached the Office of Medical Services and was given a choice of several topics they wished to research. A study of clinical effects of video display terminal (VDT) usage was selected. OMS does not believe there are harmful effects from VDT usage and has an immediate interest in data that will be developed in this study.

3. This project will require a questionnaire survey of DDA personnel. The questionnaire should take no more than 5 minutes for employees to fill out and will be submitted to your office for approval before its distribution. The project will have no negative impact on my current duties.

4. This project has been discussed with the Office of Security's External Activities Branch, and they have given me security guidance on procedures and what may and may not be said in the final research paper. The research proposal and the final report will be submitted to the Publications Review Board for approval in accordance with provisions of HR

5. The project will be conducted in full compliance with security safeguards to protect classified information and with Agency policy governing publications. It will contribute to development of data that will assist in a scientific evaluation of a matter that is of direct interest

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to the ADP discipline and, in this context, has potential value that transcends the immediate OMS interest. Without exaggeration of the importance of a limited contribution to a most significant area of study, I submit the interests of the Directorate will be served by an academic exercise with obvious practical application.

6. I would appreciate your approval of this project. The final presentation and paper are due in school by 16 December 1981.

STAT

CONCUR:


STAT


Director, Office of Security

16 OCT 1981

Date

STAT

SIGNED

Act. Director, Office of Medical Services

19 OCT 1981

Date

/s/ Bruce T. Johnson

Director, Office of Data Processing

21 OCT 1981

Date

APPROVED:

151 Hart
Deputy Director for Administration

22/100R
Date

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REMARKS

I had [] look this over.
 He recommends you concur.
 [] is using a procedure I recommended to her to ensure she has Agency approval to conduct her studies, even if she does the work on her own time.

G.D.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

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